



**JEFFERSON PARISH  
LOUISIANA**

**PURCHASING DEPARTMENT**

**Our mission is:**  
"Provide the services,  
leadership, and vision to  
improve the quality of life  
in Jefferson Parish."

AARON F. BROUSSARD  
PARISH PRESIDENT

PATRICIA W. LASSALLE  
PURCHASING DIRECTOR

**January 15, 2010**

**ADDENDUM #1**

**Bid No.: 50-96453  
Solicitation #B2010000002**

**Bid Opening Date: February 23, 2010**

**TWO (2) YEAR CONTRACT FOR LABOR, MATERIALS, AND EQUIPMENT  
NECESSARY TO INSPECT, TEST, AND RE-BUILD BACK FLOW PREVENTERS  
FOR THE VARIOUS PROPERTIES OWNED BY JEFFERSON PARISH FOR THE  
DEPARTMENT OF GENERAL SERVICES**

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**ADDITION TO THE SPECIFICATIONS:**

**Add pages 10 through 16 to the specifications. They were omitted  
from the original specifications.**

**THE BID OPENING DATE FEBRUARY 23, 2010 WILL REMAIN THE SAME.**

**THIS ADDENDUM FORMS A PART OF THE CONTRACT DOCUMENTS AND MODIFIES THE ORIGINAL BIDDING  
DOCUMENTS AND SPECIFICATIONS. THE CONTENTS OF THIS ADDENDUM SHALL BE INCLUDED IN THE  
CONTRACT DOCUMENTS. CHANGES MADE BY THIS ADDENDUM SHALL TAKE PRECEDENCE OVER THE  
DOCUMENTS OF EARLIER DATE.**

Sincerely,

Daphne Nelson, Buyer II  
Jefferson Purchasing Department

**Bid 50-96453/Solicitation #B2010000002**

**Addendum #1**

**Page 2**

**COMPANY NAME:**

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**SIGNATURE:**

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**DATE:**

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### **Section 1.0 – Pre-Bid Conference:**

A Pre-Bid Conference and inspection of the site shall be held on **February 2, 2010, at 10:00 a.m., at the Jefferson Parish General Government Building, located at 200 Derbigny Street, Suite 3507, Gretna, La. 70053.**

All bidders are invited to attend the Pre-Bid Conference. Failure to attend the Pre-Bid Conference shall not relieve the bidder of responsibility for information discussed at the conference. This conference is held to allow questions to be answered and to inspect the site with the owner's representative, etc.

The Pre-Bid Conference and inspection does not relieve the successful bidder from necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specifications without cost to the owner.

### **Section 2.0 – Scope:**

We extend this proposal to cover the furnishing labor, materials and equipment necessary to provide a two (2) year contract to inspect, test, and re-build back flow preventers for the various properties owned by Jefferson Parish for the Department of General Services.

### **Section 3.0 – Quantities/Inspection:**

Bidders must inspect the site and perform their own measurements in order to determine the proper quantity of materials required to complete the job.

### **Section 4.0 – Bid Specifications:**

The successful contractor shall cover the furnishing of labor, supervision, materials and equipment necessary to inspect, test, and re-build back flow preventers throughout parish properties according to local, state, and federal code requirements. Contractor shall be licensed as a Louisiana State Master Plumber in order to perform these tests and/or work. Each unit shall be pressure tested in order to check the inlet and the outlet pressure allowing a certain amount of differential of water flow across the back flow preventer of approx. 8-12 psi per test. The contractor performing the test shall address any faults found while performing this test and notify Jefferson Parish immediately. The contractor will also accept full responsibility of shutting off the water supply and notifying the Department of General Services two (2) hours before water is turned off for testing and servicing. Any devices used must meet all manufacture specifications. There shall be no deviations. Each backflow preventer shall be quoted as;

Item 1. Annual Test

Item 2. Re-build and test (NORMAL WORKING HOURS)

Item 3. Re-build and test (AFTER NORMAL WORKING HOURS)

The contractor shall submit an individual invoice for each location to the requesting department.

The contact person for the buildings listed below is Mike Lemoine, Property Manager, Department of General Services between the hours of 8am and 4pm Monday thru Friday at 504-364-2675.

- **Bridge City Senior Center**  
**1601 Bridge City Ave.**  
**Bridge City, LA**  
One- 2 inch Watt Model 909 (located right side storage room by fire main)  
One – ¾ inch Watt Model 909 QT (located in A/C room – east side)
- **Marrero Senior Center**  
**4400 7<sup>th</sup> St.**  
**Marrero, LA**  
One- 2 inch Watt Model 909 (Located in rear of building)
- **Jefferson Parish Correctional Center**  
**100 Dolhonde St.**  
**Gretna, LA**  
One- ¾ inch Febco Model 825 yrp (located in the Annex boiler room)  
One- 1-1/2 inch Conbraco Model XL (located in the main equipment room)  
One- 1-1/2 inch Febco Model 825 yrp (located in the boiler room)  
One- 6 inch Watt Model 909 (located in the Sally Port)  
One- 6 inch Watt Model 994 (located in the Sally Port)
- **West Bank Health Unit**  
**1855 Ames Blvd**  
**Marrero, LA**  
One- 3 inch Watt Model 009 (located in the boiler room)  
Two- ¾ inch Febco Model 825 YR (located in the equipment room)
- **Jefferson Parish Human Services**  
**5001 West Bank Expressway**  
**Marrero, LA**  
One- ¾ inch Watt Model 909 (located in the ceiling of room 106)  
One- 3 inch Williams Model 505 (located in the rear of building)
- **Juvenile Court**  
**1546 Gretna Blvd**  
**Harvey, LA**  
One – 2 inch Watts, Serial #240158, Model 909 (located 1<sup>st</sup> fl. mechanical room)  
One – 1 inch Watts, Serial #0617R (Chiller Backflow – Outside)

- **Juvenile Services**  
**1546-B Gretna Blvd.**  
**Harvey, LA**  
One – 2-1/2 inch Watts, Serial #191138 (Gretna Blvd. – outside)  
One – 1-1/2 inch Watts, Serial #93124 (1<sup>st</sup> floor mechanical room)  
One – 1-1/2 inch Watts, Serial #93133 (2<sup>nd</sup> floor mechanical room)
- **Rivarde Detention Center**  
**1550 Gretna Blvd.**  
**Harvey, LA**  
One – 2-1/2 inch RPZ, Serial #909-1041 (kitchen boiler room)
- **General Government Building**  
**200 Derbigny St.**  
**Gretna, LA**  
One- 4 inch Watt Model 909 (located in sprinkler room on west side of building)  
One- ¾ Watt Model U009-M3QT (located in boiler room)
- **Central Plant**  
**960 1<sup>st</sup> Street**  
**Gretna, LA**  
One- ¾ Febco Model 860 (located in the chiller area)
- **Thomas Donelon Building**  
**200 Derbigny St.**  
**Gretna, LA**  
One- 2 inch Watt Model U009-M2QT (located in boiler room)  
One- 6 inch Watt Model 957Z (located in the fire pump room)
- **2<sup>nd</sup> Parish Court**  
**100 Huey Long Ave.**  
**Gretna, LA**  
One- 3 inch Conbraco Model 40-20002 (located in the building systems room in the parking garage)
- **Jefferson Parish District Attorney Building**  
**200 Derbigny Street**  
**Gretna, LA**  
One- 4 inch Watt Model 200CWP (located in fire pump room on 1<sup>st</sup> floor)
- **Marine Fisheries Museum**  
**580 Jean Lafitte Blvd**  
**Lafitte, LA**  
One- 2 inch Watt Model 009 M2QT (located in front of building)

- **Salvador A. Liberto Building**  
**200 Huey P. Long Avenue**  
**Gretna, LA**  
One – 2 inch Watt Model 909 (located in sprinkler closet – 1<sup>st</sup> floor – west side)
- **Inspection & Code Enforcement**  
**400 Maple Street**  
**Harvey, LA**  
One – ¾ inch Watt Model 909 QT (located in boiler room)

The contact person for the buildings listed below is Mike Fonseca, Property Manager, Department of General Services between the hours of 8am and 4pm Monday thru Friday at 504-736-6036.

- **Yenni Building**  
**1221 Elmwood Park Blvd.**  
**Jefferson, LA**  
One- 4 inch Watt Model 900A (located in 1<sup>st</sup> floor equipment room)  
One- 1 inch Febco Model 825Y (located in the 2<sup>nd</sup> floor A/C room)
- **1<sup>st</sup> Parish Court**  
**924 David Dr.**  
**Metairie, LA**  
One- 2 inch Watt Model 009 (located in closet on north side of building)  
One- ¾ inch Watt Model 909 (located in closet on north side of building)
- **Metairie Senior Center**  
**265 N. Causeway Blvd**  
**Metairie, LA**  
One- 2 inch Watt Model 900 (located on left side of building)
- **Jefferson Parish EB Health Unit**  
**111 N. Causeway Blvd.**  
**Metairie, LA**  
One- ¾ inch Watt Model 009M3OT (located in the pump room)  
One- 3 inch Watt Model 909 (located on the north side of building)  
One- ¾ inch Watt Model 009M3OT (located in the boiler room)
- **Jefferson Parish Causeway Building**  
**3420 N. Causeway Blvd**  
**Metairie, LA**  
One- 2 inch Watt Model 909 (located in the equipment room)

- **Jefferson Senior Center**  
**4518 Jefferson Hwy.**  
**Jefferson, LA**

One- 1-1/2 inch Watt Model 009M2OT (located right front of building)

#### **Section 4.1 – Hours of Work:**

The time that the work shall be performed shall vary due to the nature of each job and/or location and whether or not the water would have to be shut off to the building. All major repairs of backflow preventers shall be determined by Jefferson Parish whether the work will be performed during, or after normal working hours or weekends. The successful bidder should contact Mike Lemoine, Property Manger at 504-364-2675 or Mike Fonseca, Property Manager at 504-736-6036 to arrange his/her schedule between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday.

#### **Section 4.2 – Existing Structure:**

Should any cutting, patching, alteration, addition, or repairs to existing structure, wall, floor, ceiling, or part of building be required of this project, the contractor shall restore the alteration to its original condition, with the same type materials, finish, and workmanship. All backflow preventers shall be re-insulated by Contractor after all work is complete.

Precautions must be exercised at all times to safeguard and protect from damage, all Parish, public, and private properties. Any such damages shall remain the sole responsibility of the contractor.

#### **Section 5.0 – Cleaning Area and Safety:**

Job site must be clean and free of all litter and debris daily and upon completion of the inspection. Passageways must be kept clean and free of material, equipment, and debris at all times. Inflammable material must be removed from the job site daily, because storage will not be permitted on the premises. Precautions must be exercised at all times to safeguard the welfare and safety of the general public, employees of Jefferson Parish, and other Parish officials.

Trash and debris shall be removed daily, shall become the property of the contractor, and shall be placed in appropriate dumpsters and hauled away by the contractor. TRASH AND DEBRIS SHALL NOT BE PUT IN PARISH DUMPSTERS OR COMPACTORS.

Contractor's employees may use public bathroom facilities for personal use only, provided they help maintain cleanliness. The cleaning of equipment in lavatories or any misuse of any kind of the bathroom facilities will not be tolerated. Any damages incurred will remain the sole responsibility of the contractor.

Smoking inside of any Jefferson Parish Building and its restrooms is prohibited.

There must be a fire watch present when any cutting, burning, or welding is taking place; and 2 hours thereafter. The fire watch and his equipment will be the sole responsibility of the contractor.

**Section 6.0 – Warranty:**

All workmanship and materials must have at least one (1) year guaranty, in writing, from the date of acceptance of the project, against defects. The contractor must agree, upon written notice from the owner, promptly and without charge, and to the satisfaction of the owner, to make changes, replacement, and corrections which may be required to make good all defects in materials and/or equipment under its intended use, within the warranty period.

The contractor will also guaranty that he will hold the Parish of Jefferson harmless from any damage arising from faulty workmanship or materials performed and/or installed within the duration of the warranty.

The contractor shall turn over to the owner all manufacturers' product warranties at completion.

**Section 7.0 – Permits:**

The contractor shall obtain any and all permits required by the Jefferson Parish Department of Inspection and Code Enforcement and the City of Gretna (if applicable). The contractor shall also be responsible for payment of these permits. All permits must be obtained prior to the start of the project.

Certificate of Final Inspection must be submitted to and approved by the Department of General Services before final payment is rendered.

**Section 8.0 – State Contractor's License Requirements**

For the work that is to be performed, a Louisiana State Master Plumber License will be required.

The Louisiana State Master Plumber License number shall be displayed on the outside of the envelope.

**Section 9.0 – Performance Bond:**

A performance bond will be required; bidders must submit proof of currently having a bonding agency.

If the successful bidder does not provide a performance bond, the project may be awarded to the next or subsequent successful bidder.



**Section 10.0 – Liquidated Damages:**

Liquidated Damages in the amount of \$100.00 per day will be assessed for each day that expires 45 days from the date of the Notice to Proceed until work is substantially complete.

After substantial completion of the work, the contractor shall pay the owner \$100.00 for each day that expires after substantial completion, until work is complete and ready for final payment.

**Section 11.0 – Pre-Construction Conference and Notice to Proceed:**

A Pre-Construction Conference shall be held between the successful contractor and the owner before any work commences; no work shall be performed until the contractor receives a written Notice to Proceed to begin work from the Department requesting work.

**Section 12.0 – Cancellation Clause:**

The Parish of Jefferson reserves the right to cancel the contract at anytime and for any reason by issuing a thirty (30) day written notice to the contractor.